

MARKYATE PARISH COUNCIL

MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 5 APRIL 2022 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.

Present: Cllr. P. Bunyan, Cllr. R. Peterson, B/Cllr. H. Chapman, Cllr. S. Pilkinton,
Cllr. C. Ononye, Cllr S Hakki, Cllr A Sheelan
Mrs D. Fitzsimons, Financial Officer/Halls Administrator

In attendance: C/Cllr. Terry Douris, 1 member of the public.

320/22 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.
Cllr D Kao due to business commitments and Cllr P Styles.

321/22 DECLARATIONS OF INTEREST

- a) To receive declarations of interest from councillors on items on the agenda.
None
- b) To receive written requests for dispensations for declarable interests
None.
- c) To grant any requests for dispensation as appropriate.
None.

322/22 CO OPTION SELMA HAKKI

The Chairman Cllr Bunyan welcomed and declared Selma Hakki duly elected as a co-opted Member onto the Parish Council to service the remaining term.
Proposed by Cllr Bunyan, seconded by Cllr Pilkinton.
The Declaration of Acceptance of Office was signed at the meeting.

323/22 CO OPTION ANGELA SHEELAN

The Chairman Cllr Bunyan welcomed and declared Angela Sheelan duly elected as a co-opted Member onto the Parish Council to service the remaining term.
Proposed by Cllr Bunyan, seconded by Cllr Pilkinton.
The Declaration of Acceptance of Office was signed at the meeting.

324/22 MINUTES OF THE LAST MEETING

To confirm the Minutes of Markyate Parish Council meeting held on Tuesday 1 March 2022 as an accurate record of proceedings.

Resolved, proposed by Cllr Pilkinton, seconded by Cllr Peterson that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

325/22 MINUTES OF THE HALLS COMMITTEE MEETING

To receive and adopt the minutes from the Halls Committee Meeting held on the 19 October 2021, as circulated

326/22 DRAFT MINUTES OF THE MARKYATE CEMETERY COMMITTEE MEETING

To receive and note Minutes in draft form for the Markyate Cemetery Committee held on 25 February 2022, as circulated.

327/22 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j)

No public questions at this meeting.

328/22 TO RECEIVE REPORT AND UPDATES FROM C/CLLR TERRY DOURIS

C/Cllr Douris reported on the 34 bus route due to start on the 9 May 2022.

When HCC heard that Centrebus were de-registering the service with the last day of operation being on the 7th May we stepped in and liaised with Central Bedfordshire Council and an alternative provider with the result that I am pleased to advise that we have found a replacement operator in the shape of Red Eagle who will deliver a very similar timetable to the one currently operated by Centrebus. As there is no Sunday service on this route, Red Eagle will step-in from the 9th May so there will be no interruption to the service.

Buses to/from Dunstable are being paid for by Central Beds Council with some journeys terminating in Kensworth, including all on Saturdays. There is also a new afternoon departure from Nicholas Breakspear School so students will no longer have to change buses in St Albans.

HCC are contributing funding to the afternoon and peak journeys.

329/22 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL

Planning Decisions:

1	21/04742/LDP	Proposed outbuilding to form home gym and games Room.	Flint House, Roe End Lane	Granted
2	21/04247/FUL	Change of Use of existing grassland to provide 3 x additional hard landscaped car parking spaces for the exclusive use of future residents of The Factory. Removal of a section of existing grassland to achieve 3 x additional permeable block paving car parking spaces in front of the Church.	The Church Of St John The Baptist, Church End	Granted
3	22/00256/LDP	Proposed front garage conversion to habitable accommodation, alteration to rear Kitchen window.	20, Cheverells Close	Granted
4	21/03971/FHA	Construction of extension to ancillary outbuilding to form two bay garage	Broomhill Leys, Windmill Road	Refused
5	21/04747/FHA 21/04748/LBC	Works to conserve dwelling and remove unauthorized additions and alterations.	Hill Farm Little Woodend	Granted
6	22/00201/FHA	Single storey extension adapting existing out rigger structure.	37 Cavendish Road	Granted
7	22/00215/LBC	Re- rendering and repointing to external walls, digging of a small trench, installation of a new log burner.	The Homestead 11 Church End	Granted
8	22/00334/LDP	Single storey side extension Lower Farm	Lower Farm	Granted

330/22 TO CONSIDER PLANNING APPLICATIONS BELOW

1	22/00367/FHA	Single storey rear extension, new front porch and replacement windows to a semi-detached dwelling. New driveway and dropped kerb to rear of property.	20 Buckwood Road	No objection
2	22/00454/RET	Retention of garage conversion to summerhouse for use as a Beauty Therapy room.	17 High Street	No objection
3	22/00711/FHA	Two storey side and single storey rear extension. Construction of dormer to allow first floor extension to rear and installation of roof lights to front.	22 Dammersey Close	No objection

4	22/00657/FHA	Single storey extension and entrance porch.	Horsa Hut, Cheverells Green	No objection
5	22/00562/RET	Garage conversion to annex.	17 High Street	No objection
6	22/00675/UPA	Construction of a single additional storey to 11.5m	Lower Farm Luton Road Markyate St Albans	No objection
7	22/00783/ROC	Variation of condition 3 (approved plans) attached to planning permission 21/04016/FHA (Proposed loft extension with replacement hip to gable roof and dormer windows, alterations to existing window and door openings at ground floor level)	8 Dammersey Close	
8	22/00949/FHA	Single storey rear extension	1 Long Meadow	No objection
9	21/03244/FUL	Conversion and construction of 6 dwellinghouses on brownfield site	50 High Street	Objection as before
10	22/01090/FHA	First floor two third width rear extension over existing ground floor back addition, with pitched roof over	33 Cowper Road	No objection

331/22 ACCOUNTS FOR PAYMENT

To approve the signing of cheques for payment and the signing of the Accounts Schedules for April 2022, as circulated.

Resolved, proposed by Cllr Ononye, seconded by Cllr Pilkinton, unanimously agreed to approve the schedule for payments.

The schedule of accounts listed the balances of the Parish Council's accounts as follows:

As at 31 March 2022

MPC Current Account	£ 4585.48
HSBC [Precept Account]	£80,643.82
MPC Investment [NS&I]	£21,436.52
Petty Cash	£27.59
TOTAL	£106,693.38

Schedule of Monthly Payments – please see document attached to these Minutes.

332/22 TO RECEIVE AND SIGN BANK RECONCILIATION

This report is not yet complete, postponed to next meeting.

333/22 SAFEGUARDING POLICY

This document had been circulated prior to the meeting, it was proposed by Cllr Bunyan, seconded by Cllr Pilkinton to adopt this policy with immediate effect.

Action: Clerk

334/22 FUTURE LUTON, LUTON RISING CONSULTATION

It was noted this consultation closed on 4 April 2022.

Borough Councillor Jane Timmis represents Dacorum on London Luton Airport Consultative Committee, and was able to make a better informed comment, which the Parish Council supported.

C/Cllr Terry Douris reported a committee of 10 Hertfordshire authorities and Hertfordshire County Council employ experts to help make relevant comments. They also requested amendments.

No action

335/22 NEW CODE OF CONDUCT

Copies of the new Code of Conduct were circulated prior to the meeting.

Proposed by Cllr Ononye, seconded by Cllr Pilkinton

Resolved

To accept the Code in its new form.

Action: Clerk/RFO

336/22 MARKYATE SCHOOL INSTALLING MUGA (A Multi Use Games Area)

Having attended a meeting, the Parish Council agreed to support this bid. A letter of support had been sent.

It was noted lighting could be a problem, but downward lighting is being considered.

This is for the use of the community and the Parish Council agreed, should this go ahead, consideration will be given to making a donation.

On going.

337/22 COVID UPDATE

Although not mandatory, in accordance with Government advice, it was agreed to continue with mask wearing in the Halls, hand cleansing and safe distancing.

The Parish Office remains closed to members of the public but access via intercom is available.

338/22 GREEN COMMUNITY GRANT APPLICATION

The 4 dangerous trees have now been removed from the new cemetery and it was reported the Parish Council had been successful in obtaining a grant of £500 for replacing these.

The day will be a community event with parishioners invited to plant the trees. Children from the school have been invited to join in on the day, which will be announced shortly.

On going.

Action: All

339/22 CLERK'S REPORT

No report at this meeting.

340/22 CORRESPONDENCE FOR INFORMATION ONLY

The Clerk circulated the list of general correspondence which was duly noted.

341/22 SURFACE WORK TO PATH LEADING TO PEGGY'S FIELD

The clerk had contacted a contractor to look at the path, suggest different options and submit a quotation for the Parish Council to consider.

C/Cllr Douris suggested contacting RoSPA who will give advice on safety.

Action: Clerk/RFO

342/22 TO DISCUSS AND AGREE TREE PLANTING INITIATIVE FOR THE QUEEN'S GREEN CANOPY

Children from the school have been asked for suggestions where to plant trees to commemorate this event.

Looking at prices and different native trees.

On going.

Action: SP

343/22 METHODIST BUILDING FOR THE COMMUNITY

Hertfordshire Archives had been approached but space available is not suitable. The possibility of a library, community café etc had been considered.

Costings to be looked in to, whether for sale or to rent, then interested parties invited to discuss at a meeting.

On going.

Action: SP/AS

344/22 MARKYATE MAY FAYRE

It was reported the Mayor can attend between 11.30 and 1.30.

Meeting scheduled for 6 April to conclude timetable etc.

Action: AS

345/22 CELEBRATION OF THE QUEEN'S JUBILEE

Commemorative mugs have been ordered for 0 – 16 years age range the Queen's picture on the front. Jubilee message on the back and saying from Markyate Parish Council on the side.

On going.

Action: SP

346/22 COUNTY COUNCILLOR TERRY DOURIS LOCALITY BUDGET

It was reported a grant of £1000 had been received for the purchase of commemorative mugs.

C/Cllr Douris was thanked for his contribution which was gratefully received.

No action.

347/22 CCTV CAMERA CLOSE TO CHURCH END UNDERPASS

It was reported cameras are now in situ as a safety measure. Very offensive graffiti has been an ongoing issue which HCC has cleaned several times. CCTV footage will be passed to the police.

A suggestion was made to coat the walls with an anti-graffiti substance,

C/Cllr Douris said he will look into this.

348/22 ITEMS FOR MARKYATE MONTHLY

To be agreed.

349/22 NEW BIN AT PEGGY'S FIELD

It was unanimously agreed to purchase one new bin. Delegated power – Parish Clerk to purchase a new bin as the existing one is beyond repair.

Action: Clerk/RFO

350/22 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

It was RESOLVED that under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the Press and Public be excluded during the items in Part II of the agenda for this meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.

1. To receive quotations and select one for Works to Cemetery.

4 specialists had been sent a specification but only one had responded.

Resolved Proposed by Cllr C Ononye, seconded by Cllr Pilkinton, to approve a quote From John O'Conner for:

- Soil removal from complete area of cemetery site £13,500.00
- Dress top complete area £ 1,171.80

20 x loads of muck away have been priced, extra loads that are needed will be £390.00 per load.

Unanimously agreed.

Action: Clerk/RFO

2. To receive quotation for Village Warden Contract.

Resolved Proposed by Cllr Bunyan, seconded by Cllr Ononye, to approve a quote from VGS of £20.00 per hour.

Unanimously agreed.

Action: Clerk/RFO

3. To receive quotations and select one for colour printer.

3 quotations were received.

Resolved Proposed by Cllr Hakki, seconded by Cllr Sheelan delegated power granted to the Clerk/RFO to purchase the most appropriate model under £300.00

With the provision for A3, A4 and A5 printing.

Unanimously agreed.

Action: Clerk/RFO

4 To receive staff update.

It was noted a letter of resignation was received by the Parish Council on 24 January 2022 to terminate the Clerk's employment as from 18 March 2022. The post was advertised with several enquiries received but to date no appointment has been made. The Clerk agreed to remain in post on a temporary Contract of Employment with a 2-weekly review, to assist as and when possible, until a suitable candidate is appointed.

5 To note and accept NALC 2021-2022 National Salary Award.

It was noted the National Joint Council for Local Government Services (NJC) has agreed new rates of pay applicable from 1 April 2021, as circulated.

There being no other business the meeting closed at 10.15 pm.

Next meeting: Annual Meeting of the Parish Council: 3 May 2022

Signed: _____

Date: _____

HSBC - Precept Account

Deposit		Dacorum Precept etc payment	Deposit	111,624.97
Transfer			Funds Transfer	-10,000.00

Total HSBC - Precept Account

101,624.97

MPC Current a/c

Deposit			Deposit	
Deposit			Deposit	1,245.67
Deposit			Deposit	422.56
Deposit			Deposit	32.88
Deposit			Deposit	366.00
Deposit			Deposit	50.00
Deposit			Deposit	99.60
Bill Pmt -		Aley Green Cemetery Joint		
s Cheque	105837	Committee	Grass cutting & admin	-2,630.00
Bill Pmt -		Firelec Controls Ltd	Fire Alarm service	-126.00
s Cheque	105836			
Bill Pmt -		HAPTC	Annualsubs	-903.02
s Cheque	105835			
Bill Pmt -		Hertfordshire County Council	Stationary-folders	-83.00
s Cheque	105834			
Bill Pmt -		Village Garden Services	Warden	-1,128.96
s Cheque	105839			
Bill Pmt -		Wilkinsons	Printer Ink	-18.00
s Cheque	105838			
Cheque	Debit	Jam Crackers Ltd	Jan Subscriptions	-39.36
Deposit			Deposit	1,334.00
Transfer			Funds Transfer	10,000.00
Bill Pmt -		E-ON Energy	Electricity to 18/3	-999.88
Cheque	Debit			
Bill Pmt -		Intuit Ltd	Quickbooks Desktop support Apr	-46.80
Cheque	Debit			
Bill Pmt -		E-ON Energy	Electricity Final charge	-747.67
Cheque	Debit			
Bill Pmt -		Intuit Ltd	Quickbooks Online support Apr	-25.20
Cheque	Debit			
Bill Pmt -		Dacorum Borough Council.	Garage rental apr	-63.12
Cheque	Debit			
s Cheque	105832	Staff	Payroll April	-3,251.73
s Cheque	105833	HMCTS	Attachment of Earnings Apr	-9.91
Bill Pmt -		British Gas	Electricity Charges -1/4/21-	
Cheque	Debit		14/4/21	-625.44

Total MPC Current a/c

2,852.62

MPC NS & I Investment a/c

Total MPC NS & I Investment a/c

MPC Petty cash

Cheque	372	Post Office	2x recorded letters	-4.42
Cheque	373	Post Office	Small parcel	-5.57
Cheque	374	Dunstable Lock and Safe	New safe key	-10.00

Total MPC Petty cash

-19.99

104,457.60